



Granada Islamic School

3003 Scott Blvd., Santa Clara, CA 95054
Phone: (408) 980-1161 FAX: (408) 980-1120

Board of Directors

Mizanur Rahman
Chair

Luqman Mohammed
Vice-Chair

Maidul Islam
Secretary

Bassem Maaz
Treasurer

Razi Mohammed

Khadiga El-Haddad

Administration

Rania El-Sioufi
Principal

Date: 9/13/2016

Board Members Attending: Mizanur Rahman, Maidul Islam, Bassem Maaz, Razi Mohammed, Luqman Mohammed (partial)

Board Members Absent: Khadiga El-Haddad

Also Present: Sr. Rania

Topic 1: Approval of Minute 9/6

- The board has approved the minutes of the meeting 9/6.

Topic 2: Admin Points

- The board discussed some of the admin items.

Math Class

- The board asked Sr. Rania the update on the Math class.
- More details would be outlined in the confidential section of this minute.

7th Grade Math class

- The board discussed 7th grade Math 3 levels.
- Sr. Rania mentioned that they could accommodate two new students (coming from Magnolia) in the 7th grade math level (3rd level – geometry) by scheduling with current 8th grade, which is unusual. It was a challenge in scheduling, but somehow they could accommodate. They will make sure that they won't need any additional resources for this kind of the exercise.
- Going forward, there won't be three levels of math in the 7th grade.

Art class

- The board discussed Art class - the use of magazine and grade level specific assignments.
- More details would be outlined in the confidential section of this minute.

Academic Excellence

- The board mentioned Sr. Rania the need of an academic excellence committee to go over lesson planning, text book completion, planning, curriculum map etc.
- The board also mentioned her that we had academic excellence committee for last three years and they worked with the admin and, finally adopted common core standards for LA and Math in the school. That was a big success.



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- The board mentioned that a committee in this regard would be formed.

High School

- The board mentioned Sr. Rania that HS committee again met over the weekend and felt that the school is behind in some of the important tasks for HS program that could not wait any longer. The board understands regarding shortage of admin (principal) last year. Even though the principal is on site this year, but some of these tasks would take time in terms of planning, preparation and completion.
- As for 10th grader, it is very important which route they would take for the college readiness and the time is flying, and so the board is planning to hire a HS consultant to assign and speed up certain tasks to complement admin's effort for the HS program.
- Also for current 8th graders, school needs to show the HS path; otherwise they won't register for next school year.
- The board mentioned that certain areas need immediate attention:
 - Accreditation
 - PR
 - Value specific proposition
 - Branding

Topic 3: Academic Excellence Committee

- The board formed the academic excellence committee for 2016-17 school year with the following members:
 - Luqman Mohammed (Chair)
 - Bassem Maaz
 - Maidul Islam
- This committee will periodically evaluate and meet with admin to go over the progress on academic related matters/activities. School admin will work with this committee for any academic related changes.

Topic 4: Expense Workflow

- Br. Bassem mentioned the need for an expense tracking workflow software. This is because of the tight budget for this school year and smoothen the tracking/approval process for any purchase items in the school.
- The board mentioned the possibility of using infinite campus, but requested IT committee to find simple workflow software (like concur etc.) that could be adopted without much training needs for the school admin or office employees.